

**ADJOURNED COUNCIL MEETING
CITY OF WATERTOWN
April 22, 2002
6:00 P.M.**

MAYOR JOSEPH M. BUTLER PRESIDING

PRESENT: COUNCILWOMAN ROXANNE M. BURNS
COUNCILMAN PETER L. CLOUGH
COUNCILMAN PAUL A. SIMMONS
COUNCILMAN JEFFREY M. SMITH
MAYOR BUTLER

ALSO PRESENT: CITY MANAGER JERRY C. HILLER
ASSISTANT CITY MANAGER MARY M. CORRIVEAU
CITY COMPTROLLER JAMES M. McCAULEY

MAYOR BUTLER OPENED THE ADJOURNED MEETING

**MOTION WAS MADE BY BY COUNCILMAN CLOUGH TO MOVE INTO
EXECUTIVE SESSION TO DISCUSS CSEA CONTRACT NEGOTIATIONS.**

**MOTION WAS SECONDED BY COUNCILWOMAN BURNS AND CARRIED
WITH ALL VOTING IN FAVOR THEREOF.**

Council moved into Executive Session at 6:13 p.m.

Council reconvened at 6:49 p.m.

**MOTION WAS MADE BY COUNCILWOMAN BURNS TO TAKE FROM THE
TABLE THE RESOLUTION "AUTHORIZING APPLICATION FOR
SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP)".** (Introduced on
April 15, 2002; tabled; appears in its entirety on page 76 of the 2002 Minutes Book).

**MOTION WAS SECONDED BY COUNCILMAN SIMMONS AND CARRIED
WITH ALL VOTING IN FAVOR THEREOF.**

Commenting on the foregoing resolution, Councilman Smith stated that, in the past, he has always voted against selective enforcement programs as they set up traps to meet quotas and he would vote against this resolution for the same reason this evening.

Councilman Simmons remarked that this is a grant which will allow the funds to be used for normal enforcement.

Chief Piche explained that these dollars have to be for specific details and will be used for speeding and aggressive driving patrols. He stated that this program is not aimed at seatbelt checks.

Mayor Butler commented that individuals on certain streets have complained about speeders and drivers who ignore traffic lights. He asked what percentage of the fines comes back into the City's general fund.

Mr. McCauley will look up the amount for Thursday's budget session.

Councilman Simmons commented that he supports the use of other funding sources to increase the safety of our citizens.

Councilwoman Burns stated that she didn't support this program last time because it was used for seatbelt traps. However, this time she can support the use for speeding and aggressive drivers.

Chief Piche explained that these funds would be for patrols on an overtime basis.

AT THE CALL OF THE CHAIR VOTE WAS TAKEN ON THE FOREGOING RESOLUTION AND CARRIED WITH ALL VOTING YEA EXCEPT COUNCILMAN SMITH VOTING NAY

MOTION WAS MADE BY COUNCILWOMAN BURNS TO TAKE FROM THE TABLE THE RESOLUTION "APPROVING EMPLOYEE ASSISTANCE PROGRAM SERVICE AGREEMENT, NORTHERN EMPLOYEE ASSISTANCE SERVICES". (Introduced on April 15, 2002; tabled; appears in its entirety on page 76 of the 2002 Minutes Book).

MOTION WAS SECONDED BY COUNCILMAN CLOUGH AND CARRIED WITH ALL VOTING IN FAVOR THEREOF.

Councilwoman Burns asked the number of employees who have used the program.

Mrs. Corriveau stated that approximately 40 employees per year have used the services that the program provides.

Mr. Hiller also explained that the program provides for institutional services with bulk training session for City employees. Dealing with Dynamics of Change is one session that is being planned.

AT THE CALL OF THE CHAIR VOTE WAS TAKEN ON THE FOREGOING RESOLUTION AND CARRIED WITH ALL VOTING YEA

MOTION WAS MADE BY COUNCILWOMAN BURNS TO ADJOURNED THE CITY COUNCIL MEETING TO 6:00 P.M. ON THURSDAY, APRIL 25TH.

MOTION WAS SECONDED BY COUNCILMAN SIMMONS AND CARRIED WITH ALL VOTING IN FAVOR THEREOF.

Council moved into Budget session.

The following Department Heads were present: Jane Eastham, Robert Cleaver, Robert Piche, Norman Liu, and Eugene Hayes.

Report from Mayor Butler

Mayor Butler presented the following report in which he suggested certain cuts from the 2002-03 proposed budget. (Bold print is Council discussion relative to report).

Description	Proposed	Recommend	Savings
1. Furniture Pickup –Pg. 71	\$35,000	-0-	\$35,000
*Council concurred with this cut.			
2. Econ. Dev.-JCJDC-Pg.106	\$25,000	-0-	\$25,000
*Council asked that Mr. Edmonson and the board be contacted before this cut is authorized. Mr. Hiller will contact Mr. Edmonson and Mayor Butler will speak with the board.			
3. CAPC-Pg.26	\$40,000	\$20,000	\$20,000
*Mayor Butler advised Council that he had spoken with Mr. Dempster, chair of the board concerning this cut. Mayor Butler commented that he is not certain of the impact the cut might have on CAPC. Councilman Clough will follow up with the board on the impact prior to any cuts to CAPC funding.			
4. Library-Pg.175	\$720,713	\$665,309 (current funding)	\$55,406
*Staff will be meeting with library trustees prior to final decision. Councilwoman Burns explained that the legislation process is moving along well. However, it will not affect this budget.			
5. Contingency	\$919,500	\$604,500	\$315,000est.
6. Management Salaries	-Reduce 3% to 2%		\$16,000est.
7. Current Freeze –9 positions			\$280,000
*Mayor Butler remarked that he would like to hold the line on contingency and management salary funds.			
		Total	\$746,406est.

Other Issues:

Overtime Fire \$405,000
Overtime Police \$211,000

***Mayor Butler explained that he would like to see the police study's verbal recommendations implemented in the new fiscal year. He asked about the fire department's proposals that had been previously submitted to the City. Mr. Hiller explained that the City has been trying to contact the Fire Union's attorney to make**

sure the language is appropriate for both parties and to nail down the base line agreement of the only issues that can be discussed. He stated that they hoped to have a guide line agreement this week outlining the areas that can be discussed.

Cell Phones

Councilman Clough questioned why all the departments have cell phones and commented that he stopped adding up the costs in the budget after \$21,000.

Councilman Simmons asked how the City reached this large amount.

Mrs. Corriveau explained that most of the cell phones are in the Police Department. She explained that, in the past, if an officer wanted to contact another officer, they would have to go through dispatch – an added expense as the City is charged for each call to dispatch. Now they can have contact with each other without the criminals knowing what they are doing also. She also explained that department heads had looked at cell phones usage and Mr. Cleaver had looked at the best plans for each department.

Councilman Smith stated that he could understand the cell phones in the Police Department but couldn't understand why they need 3 cell phones at the airport.

Mr. Hiller stated that he will have every department write up a report as to why they have the cell phones and will ask each department to critically review their budgets in this area.

Insurance

Councilman Simmons commented on the large increases in insurance costs. He questioned the difference in the proposed Fire Department Insurance budget line of \$15,656 compared to the current year's figure of \$4,350.

Mr. Hiller explained that the current figure is in error and the City is over budget with this line item.

Workers' Compensation

Mrs. Corriveau answered questions posed by the Council concerning the difference in figures for these accounts. She explained that these figures are based on experience in each particular department. She explained that there are a number of employees on long-term worker's comp.

Councilman Simmons commented that it might be time to bid this out or go with the State plan.

Mr. Hiller explained that in 1995 NYCOM set up a self-insurance program and reviewed the City's comp experience. At that time, they couldn't give the City a competitive quote.

Mrs. Corriveau will prepare a report the current year's figures to the proposed amounts.

Street Lighting – Pg. 96

Mrs. Corriveau answered questions posed by Council concerning this expense. She explained that it is based on a tariff rate established by Ni Mo, which was increased significantly.

Mayor Butler asked if the City could do the work instead.

Mr. Hiller advised that after checking with another municipality and with Ni Mo, he has determined that it would be more expensive to shift to the City. He explained that Ni Mo owns, operates and maintains the street lighting system in the City and the only thing the City pays for is the electricity.

Mrs. Coriveau will prepare a report which will show the breakdown of what it was and what it now is. She also explained that traffic signals, the lights on City Center Drive as well as all City owned facilities are on City power.

A1130 Utilities Gross Receipts Tax- Pg.10

Mr. McCauley explained to Council that the reason this figure is down is based on where we are this year and the fact that it was a mild winter.

A2150 Sale of Surplus Power – Pg.11

Mrs. Corriveau explained that the City would exceed the \$1,721,000 figure for this current year.

Mr. Hiller asked Council to wait until May 1st for the new projection figures.

Health Insurance

Council asked that Mrs. Robbe prepare reports that show the breakdown of retirees and active employees by fund expenditures to date compared to the budget.

Council reviewed the following pages:

Page 24-31

Council agreed to eliminate the position of Assistant Planner on page 30, for a savings of **\$29,000.**

Council reviewed the following pages:

Pg. 32-50

Pg. 33- City Comptroller

Mr. Hiller and Mrs. Corriveau answered questions concerning the part-time amount in the salary.

Mrs. Corriveau explained that Mr. McCauley's retiring and the advertising for and appointment of the next Comptroller will overlap and these are funds that will be used to pay Mr. McCauley while he works during the interim period.

Mr. Hiller explained that any unused portion of that amount might have to be used to add to the salary of the new appointment. He also commented that the \$65,000 figure would also be used to bring the candidate here for an interview as well as to help with moving expenses.

Council Smith expressed his concerns with putting such a high amount in the budget for the next person. He stated that while Mr. McCauley's salary is around \$70,000 that is because he has worked for the City for a long period of time.

Councilman Clough also questioned if the City budgets the \$65,000 it is saying that the City Manager can hire an individual at that amount.

Mr. Hiller responded that he wanted to be able to recruit the best candidate at a fair and equitable wage.

Councilman Simmons stated that this salary range is comparable for cities of our size.

Councilman Smith responded that the \$65,000 figure should be dropped and the candidates should find their own way here at their own expense, if they are interested in the job.

Mrs. Corriveau commented that we might have a better handle on the search after some of the applications come in.

Mrs. Corriveau also explained that all CSEA positions do include longevity and step increases as they items are contractual. However, they do not include any raises.

Pg 33- Single Audit

Mr. McCauley explained that Sovie & Bowie are the current auditors and he will be recommending to Council that this contract be extended for one more year. These contracts are bid every three years.

Pg 33- CPP Payroll Service (6 months)

Councilman Clough asked about this line item and questioned why this wasn't converted to the City's system before now.

Mrs. Corriveau explained that the City had to wait until the IT Manager had been hired. Now that he has been hired, the best time to convert the payroll was determined to be in January, following the issuing of the W-2 forms.

Pg. 38- Assessment Department

Council was advised that the salaries for Real Property Appraiser and Real Property Tax Service Aid had been reversed in error.

Pg. 39 –Waste Disposal Costs, Equipment Rental

Mr. Hiller advised Council that the amount of \$20,000 is demolition costs for small homes, sheds and garages, not for large buildings such as Ogilvie Foods. He stated that the larger ones would have to be bonded and put in the capital budget. He also advised Council that he had spoken with Congressman McHugh about federal funding help with the Ogilvie property.

Pg. 43 – Law

Councilman Simmons suggested that Council might wish to consider bidding this service out in the future.

Councilman Clough remarked that Council had also discussed having an in-house Corporation Counsel on staff.

Pg. 44-45 Civil Service

Councilman Clough reminded Council that the City receives \$15,000 from the Watertown School District for Civil Service. Therefore, the net cost to the City is \$27,874.

Pg. 47 Engineering

Mrs. Corriveau advised Council that the salary for the secretary had not been added into the total personnel services. Therefore, that total has to be raised by \$20,532.

Pg. 50 – Elections

Council discussed the proposed cuts to the Election budget based on recommendations from the Jefferson Co. Board of Elections to reduce the number of polling places from 13

to 8. All Council members, with the exception of Councilman Clough, concurred with the proposed savings of **\$2,715** from this account.

Councilman Clough stated that he would like to see the list of which polling places would be eliminated. Mrs. Dutton supplied him with this list at the end of the meeting.

Pg. 71 – Refuse & Recycle

The curbside collection line item was previously eliminated as a result of the Mayor's report.

Mr. Hayes answered questions posed by Council concerning this. He outlined the history of the cuts from 1991 and the effect that those cuts had on the department. He stated that cuts in this particular section would have minimal effect as these individuals would have bumping rights into other positions. Eleven employees would be affected. However, only five employees within the entire department would be laid off, since there are six vacancies to be filled. That is not allowing for any retirements, etc. that might occur in the meantime if this plan were implemented.

Council discussed what could be done with the equipment if the plan was implemented.

Councilman Clough remarked that it seems that the City would only be taking the \$250,000 in tax savings and switch it to the taxpayer by making them pay for private pickup of yard wastes, etc.

Mayor Butler commented that he doesn't feel the City should get out of the refuse business.

Councilman Simmons commented that businesses are already using private haulers and don't receive the services that the private property owner receives.

Mayor Butler polled the Council as to whether or not they wanted the City to stay in the refuse business.

Councilwoman Burns, Councilman Clough, Councilman Smith and Mayor Butler all indicated that they wished to have the City stay in the business.

Pg. 71- Insurance

Mrs. Corriveau answered additional questions posed by Council concerning insurance rates.

Mrs. Corriveau explained that insurance costs have increased 20 to 30% across the nation.

Councilman Smith stated that the insurance should be put out to bid. He commented that the City's carrier, C N A, is falling apart.

Executive Session

MOTION WAS MADE BY COUNCILMAN SMITH TO MOVE INTO EXECUTIVE SESSION TO DISCUSS THE EMPLOYMENT HISTORY OF SPECIFIC POSITIONS AS IT RELATES TO MANAGEMENT AND MANAGEMENT CONFIDENTIAL EMPLOYEES AND ASKING THAT THE CITY MANAGER AND ASSISTANT CITY MANAGER NOT BE ALLOWED TO ATTEND.

MOTION WAS SECONDED BY COUNCILMAN SIMMONS

Mayor Butler, Councilwoman Burns and Councilman Clough questioned the decision to go into Executive Session without staff members being present. Councilwoman Burns remarked that while this might be proper, she would question why Mr. Hiller and Mrs. Corriveau would not be included.

AT THE CALL OF THE CHAIR VOTE WAS TAKEN ON THE FOREGOING MOTION AND CARRIED WITH ALL VOTING YES EXCEPT COUNCILMAN CLOUGH AND MAYOR BUTLER VOTING NAY

Council moved into Executive Session at 9:23 p.m.

Council completed the session at 9:40 p.m.

Donna M. Dutton, City Clerk